



William S. Harvey Deltona Scholarship Program 2015/2016 Packet Contents

The City of Deltona Commission has limited the number of scholarships a student may receive to two (2). Please do not apply if you have already received two (2) scholarships from the William S. Harvey Deltona Scholarship Program. Below is a list of documents that make up the application packet.

1. Scholarship Packet Contents Form.
2. Scholarship Eligibility Requirements Form.
3. Scholarship Checklist Form.
4. Scholarship Application.

If for any reason you have not received all four (4) documents, please contact the William S. Harvey Deltona Scholarship Advisory Board Staff Liaison at 386-878-8500.

The City Commission of the City of Deltona has appointed seven (7) Deltona residents to serve on the William S. Harvey Deltona Scholarship Advisory Board. All applications must be submitted or postmarked by the due date and time selected by the Scholarship Advisory Board, listed at the bottom of this page. The Scholarship Advisory Board reviews the applications ranking them according to a predetermined ranking system.

The Deltona Commission approved an award range of no more than \$3,000 and no less than \$1,000 to deserving applicants. When the Scholarship Advisory Board has made their selections, the selections are submitted to the City Commission at the next available Regular City Commission Meeting. The Regular City Commission Meetings are scheduled on the first and third Mondays of each month, unless there is a Monday holiday, at which time the meeting will usually be scheduled for the following day.

The Commission will review the Scholarship Advisory Board's selection list and either approve or deny the selections. After the Commission approves the recipient list, a letter will be sent to each recipient apprising them of the Commission's decision. Included in the letter to the award recipients will be the Scholarship Acceptance and Social Security forms which must be filled out entirely and returned to the Staff Liaison within 30 days of receipt of the award letter. The Scholarship Acceptance Form notifies the City which college/university the applicant has selected and has been accepted to attend. If the recipient fails to return the Scholarship Acceptance and Social Security Forms within the 30 day time frame, the funds will be returned to the City of Deltona. Each award recipient will be notified of the Regular City Commission Meeting date and time that the awards will be presented by the Commission.

Submit the completed Application Packet, in the order listed on the Checklist, to the:

William S. Harvey Deltona Scholarship Advisory Board
Staff Liaison/City Clerk's Department
2345 Providence Blvd.
Deltona, FL 32725

PLEASE NOTE:

Incomplete applications will not be considered. All applications must be postmarked by **February 19, 2016**, or Hand delivered by **February 19, 2016**, no later than 5:00 pm. If you have already received two (2) scholarships from the City of Deltona, please do not apply.